

Action Items from the Town Administrator

July 1, 2013

1. **Riverdale Road Bridge Engineering update-** Contract signed and forwarded to Hoyle –Tanner. Attached update re: Estimate. DOT approves contract and pricing.

Update-

(From Matt Low of Hoyle-Tanner)--NH Division of Historical Resources is now involved. Technically, this is mitigation which is normally required by NHDHR when there is an Adverse Effect on Historic Properties”. We don’t have that here-yet-however, NHDHR keeps dangling the fact that the nearby farmstead might be historic. If we stand our ground on tinting, the next likely directive will be an Individual Inventory Form on the farmstead to determine the historic significance.

2. **Foistner letter to Town Administrator** sent to Atty. Drescher for legal review and suggested response. **Also, DES responds to Foistner** (Copy enclosed). Letters Attached

Update: Atty. Drescher is composing a letter of response for Board to send to Foistner

3. **LaPenn correspondence-** Town Administrator to follow up with request. Inquire with Fire Dept. etc. Letter of acknowledgement sent to LaPenn. Files resurrected from the past requests and Peter discussed case with Dan and Russ. Will report at July 1 Selectmen’s meeting.

4. **Christian Farm Drive-** Correspondence received from Planning Department reviewing their updates and concerns-attached.

Update: The deed has been received at the Selectmen’s office and is being recorded at the Registry.

5. **Credit card mailing for Town Clerks Office:** Peter , Karen Craven and Irene met on June 27th to work out the details for this new service. There had to be a strategy as to how to implement the system with a one-write check system to be included in the process. Start up date to be on September 1, 2013.
6. **New Budget Allocation System for 2014 budget presentations and Allocations-** Peter , Laura and Karen have been working on a new system of budget prep and line item accounting re-allocation of certain sections/departments.
7. **Veillieux vs. New Boston-** Peter to meet with LGC official and Attorney representing Town (Don Smith) on July 18th to strategize the mediation scheduled for later.